

INTER-OFFICE MEMORANDUM

Office of Accounts and Control

TO: Chief Financial Officers **DATE:** July 29, 2008
FROM: Marc A Leonetti
 State Controller
SUBJECT: EXPENDITURE ADJUSTMENT DEADLINE EXTENSION FOR FY08
 CFO 09-01

The purpose of this memorandum is to communicate to all agencies that my office will be extending to agencies the ability to do FY 2008 expenditure-type journal entries. Over the last several days, my office has been reviewing all transactions posted to the general ledger and have found several items relating to AP Cancellations that needed to be adjusted by our office. These corrections did, however, affect the balances of some agency accounts throughout state government. As a result, we will be allowing agencies to review their accounts and, if needed, make any adjusting entries in the period JUN-2008. These adjustments **must be final approved at the agency level by 12:00 p.m. on Friday, August 1, 2008.**

JUN-2008 will be closed for agency use on Friday, August 1, 2008 at 12:01 p.m. and any open journals for June that are not electronically received by the accounting staff by this time will be rejected and returned to your office for cancellation.

MAL/nas

CFO 09-01 EXPENDITURE ADJUSTMENT DEADLINE EXTENSION